

# **FY09 OSH Objectives**

DRAFT for Comments

ESH Coordinators Meeting

09/17/08

	Objective	Site Target (Suggested Line Organization Target or Format)	Champion/Owner
1.	<b>Objective: Improve DART and TRC rate performance</b> PEMP 5.1.1.1, 5.1.1.2, 5.2.1.1 and 5.2.1.5	Site: 0.25 DART cases per 200,000 hours worked. Site: 0.65 TRC cases per 200,000 hours worked. Line: ___ DART cases per 200,000 hours worked. Line: ___ TRC cases per 200,000 hours worked. Line: DART/TRC cases = 0.	Site Champion: P. Williams
1.a.	Implementing Action: Initiate/increase human performance training for work planning, design, and/or reporting (such as participation in Fisher IT, Inc. or Shane Bush human performance training).	Provide HPI training to ___ % of line organizations.	Site: J. Labas Date: 08/25/09
1.b.	Implementing Action: Participate in initiative(s) that target reduction of injuries/illness specific to the organization needs	___ % of staff attending training.	Line organization Date: 09/30/09
1.c.	Implementing Action: Increase senior management's Safety Observations of personnel conducting work/operations.	Level 1,2,3 managers conduct <u>3</u> Safety Observations /quarter.	Line organization Date: 09/30/09
1.d.	Implementing Action: Initiate awareness presentations of injuries related to overexertion, slips, falls, bodily reaction and repetitive motion.	Prepare statistical data on injuries for use by line organizations for ___ months in FY09.	Site: ??
1.e.	Implementing Action: Increase Webinar for ESH Professionals of Line Organizations	Present 3 webinars on OSH topics.	Site: P. Williams
1.f.	Implementing Action: Participate in webinar applicable to operations/hazards	ESH professionals in line organization attend ___ % of webinars offered that are applicable to operations.	Line organization Date: 09/30/09
1.g.	Implementing Action: Conduct All-hands meeting with discussion of past injuries in line organization and other organizations	Conduct ___ sessions.	Line organization Date: 09/30/09
1.h.	Implementing Action: Institute a training initiative for affected workers at the level comparable to their role and equipment used.	Train ___ % of affected workers.	Site: N. Bernholc Date: 05/30/09
1.i.	Implementing Action: Improve manual lifting and ergonomics training.	Review the existing classes and lead a team to review and revise.	Site: N. Bernholc Date: 09/30/09
1.j.	Implementing Action: Target specific groups for proactive presentation/evaluation by the new Physical Therapist	Selection ___ group(s) and coordinate with PT on this service being delivered.	Line organization Date: 09/30/09
1.k.	Implementing Action: Advertise the services of the new Physical Therapist for personal and work related	Send out ___ communications to line organizations regarding this new service.	Line organization Date: 09/30/09
2.	<b>Objective: Reduce Traffic violations and accidents.</b> PEMP 5.1.1.1, 5.1.1.2, 5.2.1.1 and 5.2.1.5	Site: Zero traffic injuries/fatalities Site: Zero traffic accidents Site: Zero traffic infractions	Site Champion: P. Williams
2.a.	Implementing Action: Institute an appropriate organization level initiative to raise employee awareness of vehicle safety (such as reimbursement for defensive driving training or use of on-line CBT classes.)	Conduct ___ sessions Train ___ % of staff.	Line organization Date: 09/30/09
2.b.	Implementing Action: Raise awareness of the requirement for disciplinary actions for repeated violations with supervisors. As per the Disciplinary	Add disciplinary action on ___ % of performance evaluation of employees with 2 or more offenses in	Line organization Date: 09/30/09

1	<b>Objective: Improve DART and TRC rate performance</b> PEMP 5.1.1.1, 5.1.1.2, 5.2.1.1 and 5.2.1.5	Site: 0.25 DART cases per 200,000 hours worked. Site: 0.65 TRC cases per 200,000 hours worked.  Line: ___DART cases per 200,000 hours worked. Line: ___TRC cases per 200,000 hours worked. Line: DART/TRC cases = 0.	Site Champion: P. Williams
1a	Implementing Action: Initiate/increase human performance training for work planning, design, and/or reporting (such as participation in Fisher IT, Inc. or Shane Bush human performance training).	Provide HPI training to ___% of line organizations.	Site: J. Labas Date: 08/25/09
1b	Implementing Action: Participate in initiative(s) that target reduction of injuries/illness specific to the organization needs	___% of staff attending training.	Line organization Date: 09/30/09

1c	Implementing Action: Increase senior management's Safety Observations of personnel conducting work/operations.	Level 1,2,3 managers conduct <u>3</u> Safety Observations /quarter.	Line organization Date: 09/30/09
1d	Implementing Action: Initiate awareness presentations of injuries related to overexertion, slips, falls, bodily reaction and repetitive motion.	Prepare statistical data on injuries for use by line organizations for ____months in FY09.	Site: ??
1e	Implementing Action: Increase Webinar for ESH Professionals of Line Organizations	Present 3 webinars on OSH topics.	Site: P. Williams
1f	Implementing Action: Participate in webinar applicable to operations/hazards	ESH professionals in line organization attend ____% of webinars offered that are applicable to operations.	Line organization Date: 09/30/09

1g	Implementing Action: Conduct All-hands meeting with discussion of past injuries in line organization and other organizations	Conduct ____ sessions.	Line organization Date: 09/30/09
1h	Implementing Action: Institute a training initiative for affected workers at the level comparable to their role and equipment used.	Train ____% of affected workers.	Site: N. Bernholm Date: 05/30/09
1i	Implementing Action: Improve manual lifting and ergonomics training.	Review the existing classes and lead a team to review and revise.	Site: N. Bernholm Date: 09/30/09
1j	Implementing Action: Target specific groups for proactive presentation/evaluation by the new Physical Therapist	Selection ____ group(s) and coordinate with PT on this service being delivered.	Line organization Date: 09/30/09
1k	Implementing Action: Advertise the services of the new Physical Therapist for personal and work related	Send out ____ communications to line organizations regarding this new service.	Line organization Date: 09/30/09

2	<b>Objective: Reduce Traffic violations and accidents.</b> PEMP 5.1.1.1, 5.1.1.2, 5.2.1.1 and 5.2.1.5	Site: Zero traffic injuries/fatalities Site: Zero traffic accidents Site: Zero traffic infractions	Site Champion: P. Williams
2a	Implementing Action: Institute an appropriate organization level initiative to raise employee awareness of vehicle safely (such as reimbursement for defensive driving training or use of on-line CBT classes.)	Conduct __ sessions Train __% of staff.	Line organization Date: 09/30/09
2b	Implementing Action: Raise awareness of the requirement for disciplinary actions for repeated violations with supervisors. As per the Disciplinary Actions Subject area.	the year.	Line organization Date: 09/30/09
2c	Implementing Action: Submit error likely locations within facilities roadways for traffic review.	Review __% of roadway around and within line organization's facilities for error traps. Submit __ area for evaluation.	Line organization Date: 09/30/09
2d	Set up speed RADAR sign to remind drivers of speed.	Place the sign(s) out on __ workdays.	Site: SHSD?

3	<b>Objective: Improve compliance with applicable occupational safety &amp; health requirements. PEMP 5.2.1.6</b>	No ORPS on compliance issues No external Audit finding on compliance issues	Site Champion: P. Williams
3a	Implementing Action: Deliver Industrial Hygiene SBMS Review Classes to line organization ESH professionals and impacted staff.	Develop and deliver 3 new classes	Site: R. Selvey Date: 08/30/09
3b	Implementing Action: Deliver Safety Engineering SBMS Review Classes to line organization ESH professionals and impacted staff.	Develop and deliver 3 new classes	Site: S. Kane Date: 08/30/09
3c	Implementing Action: Participate in training sessions on SBMS Subject Areas as applicable to operations.	Attend ___% of SBMS Review sessions applicable to the organization's operations.	Line organization Date: 08/30/09
3d	Implementing Action: Select areas of weakness and arrange for SME to present awareness training and location walkthroughs.	Select ___ areas for training. Select ___ areas for inspection with SME.	Line Organization Date: 09/30/09

3	<b>Objective: Improve compliance with applicable occupational safety &amp; health requirements. PEMP 5.2.1.6</b>	No ORPS on compliance issues No external Audit finding on compliance issues	Site Champion: P. Williams
3e	Implementing Action: Pilot a Tier 2 assessment program in a facility (i.e. multiple topic SME on a walk-through inspections.	Select ___ areas for Tier2 inspection.	Line Organization Date: 09/30/09
3f	Improve compliance with the Nationally Recognized Testing Lab (NRTL) Electrical Equipment Inspections EEI. (2007 OSH Mgmt Review)	Continue the working group investigating this need and solutions.	Site: C. Parnell Date 09/30/09



4	<b>Objective: Improve BNL performance in Accident Investigations</b>	100% of investigations achieve a high quality in content, technique and process	Site Champion: J. Ellerkamp
4a	Implementing Action: Provide investigator training specific to a select Incident Investigation Team who will process reports.	Train ___ of ___	Site: J. Ellerkamp Date: 07/30/09
4b	Implementing Action: Investigate all injury/illness cases (first aid, recordable, DART)	Review all reports with < 10% Rejection Rate	Line Organization Date: 09/30/09
4c	Implementing Action: Ensure that follow ups are sent to Safety Engineering for central records storage.	100% of reports are sent.	Line Organization Date: 09/30/09
4d	Implementing Action: Ensure that Division Manager/Department Chair approves and signs reports.	100% of reports are signed.	Line Organization Date: 09/30/09
4e	Implementing Action: Ensure that the Event categorizer is notified.	100% of reports are sent.	Line Organization
4f	Implementing Action: HP Advocate reviews events/issues for Human Performance factors and errors.	Review ___% of reports for HPI.	Line Organization Date: 09/30/09

5	<b>Objective: Improve Injury Management in BNL operations and facilities</b>	100% of injuries are treated and tracked in a high quality of technique and process	Site Champion: J. Ellerkamp
5a	Implementing Action: Insure workers notify line organization immediately and the OMC within 24 hours by supervisors reinforcing injury/illness reporting requirements with employees.	Conduct ___ sessions to remind workers of this requirement.	Line organization Date: 09/30/09
5b	Implementing Action: Participate in disability management training for optimizing response to injuries at work.	___# of supervisors that attend training	Line organization Date: 09/30/09
5c	Implementing Action: Managers and supervisors learn effective communication and interpersonal skills for dealing with injured workers by attending Return-to-Work Planning Meetings.	Line representatives attend ___% of meetings scheduled.	Line organization Date: 09/30/09
5d	Implementing Action: Ensure injured workers return to work as soon as possible by providing transitional duties for injured workers.	___ % or ___# of cases are evaluated for the potential of transitional work.	Line organization Date: 09/30/09

6	<b>Objective: Improve Chemical Storage in Flammable Cabinets</b>	Improve storage to 0 violations of NFPA requirements.	Site Champion: J. Levesque/ R. Selvey
6a	Implementing Action: Conduct a review of flammable cabinets in area.	Conduct reviews in ____ rooms/areas.	Line organization Date: 07/30/09
6b	Implementing Action: Review contents in cabinets for inclusion in the CMS inventory.	Conduct reviews in ____ cabinets.	Line organization Date: 08/30/09

7	<b>Objective: Address Open issues from FY07 Site OSH Management Review</b>	Eliminate all management system issues that impact effective operations of OSH programs.	Site Champion: P. Williams
7a	Improve poor CMS barcode accuracy by creating a <u>CMS Representative</u> position similar to the WMR to keep barcoding and storage programs accurate.	Create a working group to investigate this need and solutions.	Site: C. Parnell Date 03/30/09
		Participate on the CMS Representative working group.	Line Organization: 09/30/09
7b	Investigate making toxic exhaust ventilation systems a landlord function in the space charges to avoid maintenance issues for programs with limited funding.	Create a working group to investigate this need and solutions.	Site: C. Parnell Date 03/30/09
		Participate on the working group.	Line Organization: 09/30/09
7c	Consolidate the various Tier 1 reporting formats in use at BNL into a centralized database.	Continue the working group investigating this need and solutions.	Site: C. Parnell Date 03/30/09
		Participate on the JRA team.	Line Organization: 09/30/09

7	<b>Objective: Address Open issues from FY07 Site OSH Management Review</b>	Eliminate all management system issues that impact effective operations of OSH programs.	Site Champion: P. Williams
7d	OHSAS 18001 Documentation: Develop a BNL level JRA for “ <i>Moving Offices</i> ” from the one the “Finance Directorate developed for Bldg 400 move.	Site: Create a team to develop the JRA.	Site: R. Selvey Date 03/30/09
		Participate on the working group.	Line Organization: 09/30/09
7e	OHSAS 18001 Documentation: Form a team to investigate locating all/most FRA/JRAs on one website to facilitate sharing and elimination of redundant documents.	Site: Create a team to develop the JRA.	Site: R. Selvey Date 03/30/09
		Participate on the working group.	Line Organization: 09/30/09
7f	OHSAS 18001 Documentation: Provide guidance or a template on the “Financial Investment” slides for the OSH Management Reviews.	Site: Develop a template of information based on OHSAS clauses and the best of line organization and site reviews from the past.	Site: R. Selvey Date 08/30/09



	Objective	Site Target (Suggested Line Organization Target or Format)	Champion/Owner
	optimizing response to injuries at work.	# of supervisors that attend training	Date: 09/30/09
5.c.	Implementing Action: Managers and supervisors learn effective communication and interpersonal skills for dealing with injured workers by attending Return-to-Work Planning Meetings.	Line representatives attend ___% of meetings scheduled.	Line organization Date: 09/30/09
5.d.	Implementing Action: Ensure injured workers return to work as soon as possible by providing transitional duties for injured workers.	___% or ___# of cases are evaluated for the potential of transitional work.	Line organization Date: 09/30/09
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